



## OFFICE MEMORANDUM

**DATE:** June 16, 1995

**TO:** District Engineers  
District Field/Construction Engineers  
Resident/Project Engineers

**FROM:** Robert A. Welke  
Deputy Director  
Bureau of Highways

**SUBJECT:** **CONSTRUCTION CIRCULAR LETTER 1995-3**  
**Inspection of Traffic Sign Contracts**

The purpose of this letter is to clarify the responsibilities of the contractor and the Michigan Department of Transportation (M\$DOT) regarding quality control, quality assurance, and final acceptance. Recent M\$DOT inspections during the various stages of traffic sign contracts; including fabrication, shipping, storage, and erection, have found numerous specification violations. It is always the contractor's responsibility to insure that their product quality meets specifications. This requires contractor quality control at all contract stages. The Department will only do acceptance inspections after the signs are erected. Acceptance inspections will be in accordance with procedures described in **Construction Instructional Memorandum 1993-6, Inspection of Freeway Sign Upgrading Projects**. (Don Murray replaces Jerry Rademacher.) Any inspections/testing conducted prior to this acceptance inspection are for the Department's own quality assurance and not for the purpose of quality control or acceptance. Signs which are found to be unacceptable during assurance or final inspections will be rejected.

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Deputy Director

BH:CD:PAL:jp  
Subject Index: Traffic Control

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